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27 AUG 1971

MEMORANDUM FOR: Chairman, ORD Career Service Panel

SUBJECT : Interim Report of the Special Committee on  
Career Development

1. On 25 August 1971 a meeting of the Special Panel on Career Development was held to review the results of the survey questionnaire on career development and to determine what steps should be taken next in defining a career development plan. The committee was impressed with the overwhelming response that a career development plan should be generated for all ORD employees, including secretaries. But agreement on the nature of the plan and its implementation was in no way as unanimous. It is these latter points that will determine the success or failure of a career development program.

25X1A9a 2. Recognizing that such is the case, the committee has decided to gather more information on these particular points. Messrs. [REDACTED] and [REDACTED] have proposed to conduct interviews with their division personnel and to elicit their views on career planning and aspirations. The results of the survey by Messrs. [REDACTED] will be reported at the 13 September 1971 Career Service Panel meeting. Hopefully their results will be sufficiently enlightening that other Division Chiefs will be encouraged to conduct a similar exercise. Information arising from these interviews will assist the committee in developing a draft plan that will be nearer to mutual acceptance than otherwise. Although we may spend a little more time getting the final document before the Director of Research and Development, it will reflect the desire of those to be served.

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Chairman,  
Special Committee on Career Development

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